

City of Leon Valley 2012 Bond Program Oversight Committee Meeting, April 23, 2015

Chairman Pedro Esquivel called the meeting of the 2012 Bond Program Oversight committee to order at 6:00 P.M.

Committee members present included; Pedro Esquivel, Al Uvietta, Frank Zavala, and Jack Dean. A quorum was present.

City Manager Manuel Longoria Jr., Special Projects Manager John Krause, Police Chief Randall Wallace, and Fire Chief Luis Valdez were present.

Approval of Minutes

Chairman Esquivel welcomed everyone and asked for an approval of the minutes. Francisco Zavala made a motion to accept the minutes as written and Al Uvietta seconded the motion, all members voted for approval of the minutes.

Financial Report

City Manager Longoria stated that everyone should have the latest update in the provided handout. He stated that we are quickly approaching nearly 5 million dollars in expenditures, which is about 65% of the overall budget. In terms of construction, he reported that 62% of the budget has been expended. Mr. Longoria stated that the project is on track and by this time next year we will already be in the new building. He stated that we are on the downside of the project. Mr. Longoria stated that for the most part the Contractor is on schedule, and even with more rain delays than expected, the contractor is still expecting to complete the entire project sometime in the middle of January, 2016. Mr. Zavala asked how anything that needed correction would be handled prior to completion or acceptance in the next phases of the project. John Krause explained that anything that needed correction before moving in would be taken on a selective basis. Any major items, or items deemed necessary by the Police Chief need to be corrected prior to move in. The Police Chief stated that we will move in when the building is ready. John Krause explained that there may be minor issues that need to be corrected after the move in, and they would be handled sensitive to the needs of the operation within the Police Department. John Krause stated that he did not anticipate any big issues at this point, as they would have most likely come to light. Pedro Esquivel stated that he recommended that we not move in until the key is turned over and the final walk through is done. Mr. Esquivel stated that the completion date is when the Police Chief and Mr. Longoria state when the completion is done. John Krause stated that the tentative move in date for the police station is June 15th. Mr. Krause stated that that is a little bit later than when the contractor expects to be done with that phase, so we have a week to fully evaluate the construction. Mr. Krause emphasized that we need to make sure we have our public works employees, or whoever we need to help us mobilize when the time comes. Mr. Esquivel stated that how we are ready to move should not matter as to the date of completion or acceptance by the City. Mr. Longoria stated that several people would be performing a final walk through separately, including the Police Chief, John Krause, and the Building Inspector. Mr. Longoria stated that once they give the green light, then the move in will be

approved and put in play. He explained that the same was done at the fire station, where things needed to get done before we moved into the fire station. Mr. Krause stated that we are on target to move in mid-June. Mr. Longoria stated that we would be out of City Hall by the end of May, which would allow the Contractor to begin work on Phase 3 of the project while they are finishing any issues with the police station. This would work to accelerate their schedule. Mr. Longoria stated that if any issues arise during phase 3 in the police station, the crew is right next door working on phase 3 and can be reached easily. He stated that that won't be the case after phase 3 because the Contractor will be mobilizing to begin construction of their next project which is a new high school. Fire Chief Valdez explained in his experience that in the few minor issues that the fire department has had, they have walked over to find Manny Valdez with Bartlett Cocke working on phase 2, and he has walked right over and evaluated the situation and made the necessary repairs immediately. All of the issues have been small, warranty issues such as a plumbing drain issue, and water cooler not cooling. He stated that they have been very responsive with any warranty issues that we have had. Mr. Longoria stated that near substantial completion of phase 3, he recommends we be very alert for issues because the main crew of the contractor would be moving on to the next construction project. Mr. Longoria stated that is one of the reasons we have John Krause, and that we have a good contractor who he has confidence in. Mr. Longoria explained that we were fortunate to have thought out and implemented the right process ahead of time by using Construction Manager AT-Risk instead of low bid contractor.

Mr. Jack Dean asked about the status of the fence at the fire station. John Krause replied that there was a negotiation at the beginning of the project that removed items from the project, place them on a list, and would fund these items as savings would occur. John Krause stated that he is currently working towards performing an audit of the contractor's books to determine how much money is available for the remaining parts of the project and how the items on this list can be funded and completed. John Krause stated that he thought there was about 8 to 10 items on this list. Jack Dean stated that he wanted to know how that was removed and placed on a list and who authorized it, because it did not come in front of the BOC. Jack Dean stated that this has to be done. He stated that he remembers doing away with the fence in the back, but not in the front. Mr. Longoria stated that his recollection that we have given up on the back fencing but had kept the front fencing. Mr. Longoria stated that it was included as one of the items that was added to a list of items that would be funded as the project experienced savings, exactly how the monument sign was funded. Mr. Longoria stated the contractor has indicated that for the most part everything that is on that list will probably be put in. Mr. Longoria stated that the Contractor has stated that this list is dependent on savings, so he will be getting a construction auditor that's going to look at the cost of each item and find the savings necessary to fund these items. Also indicates how much is in reserve, and be able to say if the rot iron fence will be put in or not. Mr. Longoria stated that he was under the impression that the front fence was not on this list, and when we deleted the rear fence it did not remove the front fence, that it would simply be put in. Mr. Longoria stated that when we were trying to hit the number of 6.7XXXX in the construction budget, the staff sat down and selected items that we could live without. These items would be funded as savings occurred, just as the monument sign had been now included. However, Mr. Longoria stated that he did not recall that the fence was placed on that list. Mr. Esquivel stated that he remembers the fence being

deleted from the back but not the front. Mr. Krause stated that he has spoken to the Contractor and it is his understanding that when the rear fence was deleted, the whole fence was deleted. However, Mr. Krause stated that the estimate for the rot iron fence is about \$10,000. He reminded also that the Contractor is reluctant to spend any contingency on any items until they open phase 3 of the project in case they run into problems. Mr. Longoria stated that it is not his estimate that the Contractor deleted the front fence when the back fence was deleted. Mr. Esquivel stated that he remembers the rear fence had been deleted as recommended by the Fire Chief and Jack Dean agreed, and Mr. Longoria stated that he agreed and that is also what he remembered. Mr. Esquivel and Jack Dean asked that an update to the fence status be provided in the future.

City Hall Transition to Temporary space

Mr. Esquivel stated that the meeting discussion move to item #4, Temporary Office Lease Space. Mr. Longoria stated that we have zeroed in on a lease space that would accommodate our needs at the Leon Valley Executive Center. He stated that the move was presented and lease approved by city council at the last meeting. He stated that we had put \$30,000 in the budget for office space that would accommodate our needs and stay within our budget. He stated that we would still have to tap in to the next budget approximately \$10,000 just in case we go beyond January. The lease agreement has a month to month renewal at the end of the short term lease, so he would have to make sure there was money in the budget to cover that in case it is needed. Mr. Longoria also stated that there was a few other expenses including some cabling necessary for administration and operations of city hall. John Krause stated that it is a glove fit and is a perfect space for what we needed. Mr. Longoria stated that this is an upgrade from the existing space we are in now at city hall. Mr. Krause stated that we are working through some minor modifications and construction needed to operate and serve the public, but did not anticipate any real big issues. Mr. Esquivel asked about what kind of security would be at the conference center for court, and John Krause replied key access, wide countertop, seating, and a police officer on-site. Mr. Esquivel asked if one officer was enough, and the Police Chief stated that we only have one now.

Project Update

Mr. Longoria explained that that the project is on schedule, and there was a few minor issues that have been addressed in phase 2 of the project, including a wall in the back corner of the police station that needed some more extensive repair but had been authorized and repaired. We are working through color and material selection for council chamber, including audio-visual, and the need for additional seating dependant on results of upcoming election. The council chamber is the final piece of the project, and will be evaluated more as the project continues.

Chairman Esquivel asked if anyone had any questions, had no responses, and thanked Mr. Longoria for his report.

Mr. Davis made a motion to adjourn meeting, Kathy Hill seconded the motion and all committee members in favor with no objections. Meeting adjourned at 7:04 PM.



Pedro Esquivel, Committee Chairman